

# Webber Township Planning Commission

Meeting Minutes – February 3, 2025

## 1. Call to Order

Chair **Tim Jannereth** called the meeting to order at **5:59 PM**.

## 2. Pledge of Allegiance

Chair **Tim Jannereth** led the Pledge of Allegiance.

## 3. Roll Call

Present:

- **Tim Jannereth (Chair)**
- **Kim Gunneman (Vice Chair) – Excused Absence**
- **Mindy Gallentine (Secretary)**
- **Janita Fisher (Vice Secretary)**
- **Virginia Hammer**
- **Kevin Newell**
- **Kathy Rose (Board Liaison)**

## 4. Approval of Previous Meeting Minutes

**Motion:** Kevin Newell moved to approve the **January 6, 2025, meeting minutes** as presented.

**Support:** Virginia Hammer

**Vote:** All Ayes, 0 Nays – Motion carried.

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## 5. Consent Agenda / Housekeeping Business

**Citizen Planner Program**

- Chair **Tim Jannereth** provided an update on the upcoming **Citizen Planner Program** in collaboration with **MSU Extension**.
  - The program will be held at **Webber Township Hall** for six weeks, beginning on **April 8, 2025**, from **6:00 PM - 9:00 PM**.
  - A **misprint in the township hall's address on the brochure** was identified, and **MSU has been notified to correct the error** for future brochures and website updates.
  - **Kathy Rose (Board Liaison) will compile a list of Planning Commission members interested in attending and submit it to the Township Board for registration.**
  - **Board Members Interested in Attending:** Mindy Gallentine, Janita Fisher, Virginia Hammer, and Kathy Rose.
  - Chair **Tim Jannereth** volunteered to **host MSU for the program**, noting that both he and **Kevin Newell** have already completed the **Citizen Planner Certification**.
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## 6. Reports

### Zoning Administrator Report

Chair **Tim Jannereth** provided the following updates from the **Zoning Administrator (ZA)**:

- A formal letter was submitted for the **January 27, 2025, Special Township Board Meeting** regarding the review of the **camping and junk ordinances**.
  - The **Planning Commission is requested to conduct a thorough review** of these ordinances to ensure alignment with township zoning policies.
  - A **January 2025 Zoning Administrator Report** was submitted to the **Planning Commission Board** for review.
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## 7. Old & Unfinished Business

### a.) Review of the Master Plan (Land Use Plan)

- The **Master Plan (Land Use Plan) review has been tabled per Webber Township Board's direction** at the **January 27th Special Meeting**.
- The Township Board needs additional time to **determine whether the 2024 Master Plan was finalized** before the Planning Commission proceeds with further review.

### b.) Review of Ordinances

#### Camping Ordinance Review

- The Township Board has requested that the Planning Commission prioritize the review of the camping ordinances, focusing on:
  - Regulations on accessory structures
  - Number of campers/RVs allowed per property
  - Restricted camping areas
- It was noted that the Planning Commission has not received the most current version of the camping ordinances, including any amendments previously adopted.

**Action Items:**

- Virginia Hammer volunteered to review the camping ordinance files and make copies for the Planning Board, with assistance from Liaison Kathy Rose.
- An appointment is to be scheduled with the Clerk for Tuesday, February 11, 2025, at 10:00 AM to retrieve the latest ordinance documents and any amendments.
- The camping ordinance review has been tabled until the most current documents are obtained and reviewed.

**Restricted Zone Map Discussion**

- A brief discussion took place regarding whether the Planning Board had received an updated restricted zone map related to camping ordinances.

**c.) Bylaws Review**

- Chair Tim Jannereth reviewed discussions from the January Special Meeting with the Township Board regarding the Planning Commission bylaws. Topics discussed included:
  - Absence policy for members
  - Member terms and positions, which will be reviewed annually in January
  - Whether the Planning Commission should approve the bylaws as written
- Chair Tim Jannereth also noted that the agenda format has been restructured to align with the bylaws.

**Motion:** Mindy Gallentine moved to approve the bylaws as written.

**Support:** Kevin Newell

**Vote:** All Ayes, 0 Nays – Motion carried.

## 8. New Business

### a.) Planning Commission Member Position Review

- Per Planning Commission procedures, member positions must be reviewed annually in January.

- **Chair Tim Jannereth proposed that all current positions remain unchanged, as the board was assigned in October - November 2024.**
- **Since Vice Chair Kim Gunneman was absent, she was contacted via text and confirmed her willingness to continue serving as Vice Chair.**

**Motion:** Kevin Newell moved to retain all current **Planning Commission member positions.**

**Support:** Mindy Gallentine

**Vote:** All Ayes, 0 Nays – Motion carried.

**Planning Commission Member Positions:**

- **Chair:** Tim Jannereth
- **Vice Chair:** Kim Gunneman
- **Secretary:** Mindy Gallentine
- **Vice Secretary:** Janita Fisher

**b.) Approval of Meeting Schedule**

- **Chair Tim Jannereth presented the 2025 Planning Commission meeting schedule for approval and posting. Mindy Gallentine to post if approved on February 4th 2025**

**Motion:** Kevin Newell moved to approve the **meeting schedule as presented.**

**Support:** Virginia Hammer

**Vote:** All Ayes, 0 Nays – Motion carried.

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## **9. Non-Agenda Item: M-37 Corridor Sign Concern**

- **Issue Raised:** A brightly illuminated sign near **Government Lake** along the **M-37 corridor** was brought to the board's attention as a **non-agenda item** during the meeting.
  - **Public Concerns:**
    - The **sign's brightness is disruptive** to residents living near the lake.
    - Drivers have reported difficulty seeing at night and during **adverse weather conditions** due to the sign's lighting.
  - **Discussion & Recommendations:**
    - The **sign is compliant with township zoning regulations.**
    - The **Planning Board suggested reaching out to the owner to request a dimming adjustment.**
    - If further action is necessary, residents could **submit written complaints** to the **Zoning Administrator** or contact **MDOT (Michigan Department of Transportation).**
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## 10. Public Comment

- A member of the public claimed that the **meeting was not properly posted** and could be in **violation of the Open Meetings Act**.
  - **Board Response:** It was verified that the **meeting notice was posted in the window beside the door upon entrance to Webber Township Hall.**
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## 11. Next Meeting

**Date:** Monday, March 3, 2025

**Time:** 6:00 PM

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## 12. Adjournment

**Motion:** Tim Jannereth moved to adjourn.

**Support:** Virginia Hammer

**Vote:** All Ayes, 0 Nays – Motion carried.

**Meeting adjourned at 6:35 PM.**

**Recording Available:** A full recording of the meeting will be available for 30 days.

**Respectfully Submitted By:**  
**Mindy Gallentine (Secretary)**

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